

\_\_\_\_\_ **PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana

Primary Government Financial Statements  
As of and for the Year Ended December 31, 19\_\_\_\_\_

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\_\_\_\_\_**PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Contents, December 31, 19\_\_\_\_

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**TRANSMITTAL LETTER**

**ANNUAL FINANCIAL STATEMENTS**

(Date)

Office of Legislative Auditor  
Attention: Ms. Suzanne Elliott  
1600 North Third  
P.O. Box 94397  
Baton Rouge, LA 70804-9397

Dear Ms. Elliott:

In accordance with Louisiana Revised Statute 24:514, enclosed are the annual financial statements for the \_\_\_\_\_ Parish Police Jury as of and for the fiscal year ended December 31, 19\_\_\_\_. These primary government (police jury) financial statements include all funds, account groups, and organizations for which the police jury maintains the accounting records (list any exceptions).

The accompanying primary government financial statements have been prepared in accordance with generally accepted accounting principles (list any exceptions).

Sincerely,

\_\_\_\_\_  
Secretary-Treasurer

Enclosure

STATE OF LOUISIANA

\_\_\_\_\_  
(Name of Parish Governing Authority)

REPORT OF

\_\_\_\_\_  
TREASURER

TO

LEGISLATIVE AUDITOR

As of and for the Year Ended December 31, 19\_\_\_\_

In accordance with Louisiana Revised Statute 24:514

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**AFFIDAVIT**

Personally came and appeared before the undersigned authority, \_\_\_\_\_,  
Treasurer of \_\_\_\_\_ Parish, who, duly sworn, deposes and says that the primary  
government financial statements herewith given are a fair presentation of financial position of the  
\_\_\_\_\_ Parish Police Jury as of December 31, \_\_\_\_\_, and the results of the  
operations for the year then ended in accordance with generally accepted accounting principles.

\_\_\_\_\_  
TREASURER

Sworn to and subscribed before me, this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

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CERTIFICATE

OF

\_\_\_\_\_  
(Governing Authority)

TO THE

LEGISLATIVE AUDITOR

Required by Louisiana Revised Statute 48:758

I, \_\_\_\_\_, President of \_\_\_\_\_, do hereby certify in behalf of the parish governing body that funds made available during the year January 1, 19\_\_, to December 31, 19\_\_, pursuant to Louisiana Revised Statutes 48:751-762, have been expended in accordance with provisions contained in those statutes and other standards established by law.

\_\_\_\_\_  
PRESIDENT

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires \_\_\_\_\_.

\_\_\_\_\_ **PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana

Primary Government Financial Statements  
As of and for the Year Ended December 31, 19\_\_\_\_

## INTRODUCTION

The \_\_\_\_\_ Parish Police Jury is the governing authority for \_\_\_\_\_ Parish and is a political subdivision of the State of Louisiana. The police jury is governed by \_\_\_\_\_ jurors representing the various districts within the parish. The jurors serve four-year terms that expire on January \_\_, 19\_\_.

Louisiana Revised Statute (R.S.) 33:1236 gives the police jury various powers in regulating and directing the affairs of the parish and its inhabitants. The more notable of those are the power to make regulations for its own government; to regulate the construction and maintenance of roads, bridges, and drainage systems; to regulate the sale of alcoholic beverages; and to provide for the health and welfare of the poor, disadvantaged, and unemployed in the parish. Funding to accomplish these tasks is provided by ad valorem taxes, beer and alcoholic beverage permits, state revenue sharing, and various other state and federal grants.

(Include specific information about the police jury, such as size of parish, population, miles of roads maintained, number of employees, etc.)

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### A. BASIS OF PRESENTATION

The accompanying financial statements of the \_\_\_\_\_ Parish Police Jury have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

### B. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the \_\_\_\_\_ Parish Police Jury is the financial reporting entity for \_\_\_\_\_ Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

\_\_\_\_\_**PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Notes to the Financial Statements (Continued)

GASB Statement No. 14 established criteria for determining which component units should be considered part of the \_\_\_\_\_ Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
  - a. The ability of the police jury to impose its will on that organization and/or
  - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Based on the previous criteria, the police jury has determined that the following component units are part of the reporting entity:

<u>Component Unit</u>	<u>Fiscal Year End</u>	<u>Criteria Used</u>
-----------------------	----------------------------	--------------------------

The police jury has chosen to issue financial statements of the primary government (police jury) only; therefore, none of the previously listed component units are included in the accompanying financial statements.

GASB Statement No. 14 provides for the issuance of primary government financial statements that are separate from those of the reporting entity. However, the primary government's (police jury) financial statements are not a substitute for the reporting entity's financial statements. The accompanying primary government financial statements have been prepared in conformity with generally accepted accounting principles as applied to governmental units. These financial statements are not intended to and do not report on the reporting entity but rather are intended to reflect only the financial statements of the primary government (police jury).

Considered in the determination of component units of the reporting entity were the \_\_\_\_\_ Parish School Board and the various municipalities in the parish. It

was determined that these governmental entities are not component units of the \_\_\_\_\_ Parish Police Jury reporting entity because they have separately elected governing bodies, are legally separate, and are fiscally independent of the \_\_\_\_\_ Parish Police Jury.

### **C. FUND ACCOUNTING**

The police jury uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds of the police jury are classified into three categories: governmental, proprietary, and fiduciary. In turn, each category is divided into separate fund types. The fund classifications and a description of each existing fund type follow:

#### **Governmental Funds**

Governmental funds are used to account for all or most of the police jury's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. Governmental funds include:

1. General Fund--the general operating fund of the police jury and accounts for all financial resources, except those required to be accounted for in other funds.
2. Special revenue funds--account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
3. Debt service funds--account for transactions relating to resources retained and used for the payment of principal and interest on those long-term obligations recorded in the general long-term obligations account group.
4. Capital projects funds--account for financial resources received and used for the acquisition, construction, or improvement of capital facilities not reported in the other governmental funds.

#### **Proprietary Funds**



Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Proprietary funds differ from governmental funds in that their focus is on income measurement, which, together with the maintenance of equity, is an important financial indicator. Proprietary funds include:

1. Enterprise funds--account for operations (a) where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.
2. Internal service funds--account for the financing of goods or services provided by one department to other departments or governments on a cost-reimbursement basis.

### **Fiduciary Funds**

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the police jury. Fiduciary funds include:

1. Expendable trust funds--accounted for in essentially the same manner as governmental funds. The resources, including both principal and earnings, may be expended.
2. Non-expendable trust funds--accounted for in essentially the same manner as proprietary funds. The principal may not be expended.
3. Agency funds--account for assets that the police jury holds on behalf of others as their agent. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

**D. BASIS OF ACCOUNTING**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds and expendable trust funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used by all governmental funds, expendable trust funds, and agency funds. The governmental funds and expendable trust funds use the following practices in recording revenues and expenditures:

**Revenues**

**Expenditures**

**Other Financing Sources (Uses)**

Transfers between funds that are not expected to be repaid (and any other financing source/use) are accounted for as other financing sources (uses). (Also, include when recorded.)

All proprietary funds and non-expendable trust funds are accounted for on a flow of economic resources measurement focus and a determination of net income and capital maintenance. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. The proprietary funds and non-expendable trust funds use the accrual basis of accounting. Revenues are recognized when earned, and expenses are recognized at the time liabilities are incurred.

#### **E. BUDGETS**

The police jury uses the following budget practices:

[This space should be used to describe the police jury's budget practices. The comments should include the following:

1. The budgetary calendar [specific dates or time frame for (a) when the budget is published in the official journal and made available for public inspection; (b) when the public hearing for the proposed budget was held; and (c) when the budget was adopted].
2. Whether or not appropriations (unexpended budget balances) lapse at year-end.
3. Procedures relative to outstanding encumbrances.
4. Basis of preparing and reporting the budgets and those funds not budgeted, and those components excluded from the budget comparison.
5. The level of administrative authority to make changes or amendments within various budget classifications. Also, disclose if amendments have been made to the original budget and if all amendments are reflected in the budget comparison.

There should be a reconciliation of any non-GAAP budget amounts on Statement C to the amounts on Statement B, using the excess of revenues and other sources over expenditures and other uses as the base of the reconciliation.]

#### **F. ENCUMBRANCES**

(Describe the police jury's use of encumbrance accounting.)

#### **G. CASH AND CASH EQUIVALENTS**

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. [Include the police jury's established policy concerning which short-term, highly liquid investments it will treat as cash equivalents. For example, cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less.] Under state law, the police jury may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

#### **H. INVESTMENTS**

\_\_\_\_\_ **PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Notes to the Financial Statements (Continued)

Investments are limited by R.S. 33:2955 and the police jury's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

[GASB Statement No. 31 requires the following disclosures:

1. The methods and significant assumptions used to estimate the fair value of investments, if that fair value is based on other than quoted market prices.
2. The policy for determining which investments, if any, are reported at amortized cost.
3. For any investments in external investment pools that are not SEC-registered, a brief description of any regulatory oversight for the pool and whether the fair value of the position in the pool is the same as the value of the pool shares.
4. Any involuntary participation in an external investment pool.
5. If an entity cannot obtain information from a pool sponsor to allow it to determine the fair value of its investment in the pool, the methods used and significant assumptions made in determining that fair value and the reasons for having had to make such an estimate.
6. Any income from investments associated with one fund that is assigned to another fund.

GASB Statement No. 31 requires the police jury to report investments at fair value in the balance sheet, except as follows:

1. Investments in *nonparticipating* interest-earning contracts, such as nonnegotiable certificates of deposit with redemption terms that do not consider market rates, should be reported using a cost-based measure, provided that the fair value of those contracts is not significantly affected by the impairment of the credit standing of the issuer or other factors.
2. The police jury may report at amortized cost money market investments and participating interest-earning investment contracts that have a remaining maturity at time of purchase of one year or less, provided that the fair value of those investments is not significantly affected by the impairment of the credit standing of the issuer or by other factors. Money market investments are short-term, highly liquid debt instruments that

\_\_\_\_\_ **PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Notes to the Financial Statements (Continued)

include U.S. Treasury obligations. Interest-earning investment contracts include time deposits with financial institutions (such as certificates of deposit), repurchase agreements, and guaranteed investment contracts.

You should refer to GASB Statement No. 31 for guidance relating to the reporting and disclosures of investments and investment income.]

**I. SHORT-TERM INTERFUND  
RECEIVABLES/PAYABLES**

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as due from other funds or due to other funds on the balance sheet. Short-term interfund loans are classified as interfund receivables/payables.

**J. ADVANCES TO OTHER FUNDS**

Noncurrent portions of long-term interfund loan receivables are reported as advances and are offset equally by a fund balance reserve account, which indicates that they do not constitute expendable available financial resources and, therefore, are not available for appropriation.

**K. INVENTORIES**

Inventories are valued at the lower of cost or market (specify any other method of valuation). Inventories in the governmental funds consist of expendable supplies held for consumption. The expenditures are recognized when the items are purchased (or consumed). Inventories at year-end are equally offset by fund balance reserves (if on the purchase method).

Inventories in the proprietary funds consist of \_\_\_\_\_ and are recorded as an expense when consumed. Inventories are valued at the lower of cost (first-in, first-out; last-in, first-out; etc.) or market.

**L. PREPAID ITEMS**

(Describe the police jury's policy for prepaid items.)

**M. RESTRICTED ASSETS**

Certain proceeds of enterprise fund revenue bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants. (Include the specific restrictions.)

**N. FIXED ASSETS**

Fixed assets of governmental funds are recorded as expenditures at the time purchased or constructed, and the related assets are capitalized (reported) in the general fixed assets account group. Public domain or infrastructures are not (are) capitalized. Interest costs incurred during construction are (are not) capitalized (or construction period interest is immaterial and is not capitalized). No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated cost (the extent to which fixed assets costs have been estimated and the methods of estimation should be disclosed) if historical cost is not available (or describe other method of valuation).

Fixed assets used in the proprietary fund operations are included on the balance sheet of the funds net of accumulated depreciation. Depreciation of all exhaustible fixed assets used by proprietary fund operations is charged as an expense against operations. Depreciation is computed using the following methods (and useful lives):

**O. COMPENSATED ABSENCES**

The police jury has the following policy relating to vacation and sick leave:

(If the police jury does not have a formal leave policy or the leave policy does not provide for the accumulation and vesting of leave, the notes should so state.)

The police jury's recognition and measurement criteria for compensated absences follows:

[GASB Statement No. 16 provides that vacation leave and other compensated absences with similar characteristics should be accrued as a liability as the benefits are earned by the employees if *both* of the following conditions are met:

- a. The employees' rights to receive compensation are attributable to services already rendered.
- b. It is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payments at termination or retirement.

GASB Statement No. 16 provides that a liability for sick leave should be accrued using one of the following termination approaches:

- a. An accrual for earned sick leave should be made only to the extent it is probable that the benefits will result in termination payments, rather than be taken as absences due to illness or other contingencies, such as medical appointments and funerals.
- b. Alternatively, a governmental entity should estimate its accrued sick leave liability based on the sick leave accumulated at the balance sheet date by those employees who currently are eligible to receive termination payments as well as other employees who are expected to become eligible in the future to receive such payments.

For governmental and similar trust funds, only the current portion of the liability for compensated absences should be reported in the fund. The current portion is the amount left unpaid at the end of the reporting period that normally would be liquidated with expendable available financial resources. The remainder of the liability should be reported in the general long-term obligations account group.]

#### **P. LONG-TERM OBLIGATIONS**

Long-term obligations expected to be financed from governmental funds are reported in the general long-term obligations account group. Expenditures for principal and interest payments for long-term obligations are recognized in the governmental funds when due. Long-term obligations expected to be financed from proprietary fund operations are accounted for in those funds.

#### **Q. FUND EQUITY**

##### **Contributed Capital**

Contributed capital is recorded in proprietary funds that have received capital grants or contributions from developers, customers, or other funds when such resources are restricted for the acquisition or construction of capital assets. Contributed capital is (is not) amortized based on the depreciation recognized on that portion of the assets acquired or constructed from such resources. (If amortized, add this: This depreciation is closed to the contributed capital account and is reflected as an adjustment to net income.)

##### **Reserves**

Reserves represent those portions of fund equity not appropriate for expenditure or legally segregated for a specific future use.

### **Designated Fund Balances**

Designated fund balances represent tentative plans for future use of financial resources.

### **R. INTERFUND TRANSACTIONS**

Quasi-external transactions are accounted for as revenues, expenditures, or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

### **S. SALES TAXES**

(Detail any sales taxes received by the police jury or components, the rate, purpose, expiration date, etc.)

### **T. TOTAL COLUMNS ON COMBINED STATEMENTS**

Total columns on the combined statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.



\_\_\_\_\_ **PARISH POLICE JURY**  
 \_\_\_\_\_, Louisiana  
 Notes to the Financial Statements (Continued)

**2. FUND DEFICITS**

The following individual funds have deficits in unreserved fund balance or retained earnings at December 31, 19\_\_\_\_:

<u>Fund</u>	<u>Deficit Amount</u>
_____	<u>\$ _____</u>
_____	<u>_____</u>
Total	<u><u>\$ _____</u></u>

(Give management's response for elimination of the deficits.)

**3. EXPENDITURES/EXPENSES -  
ACTUAL AND BUDGET**

The following individual funds have actual expenditures/expenses over budgeted expenditures/expenses for the year ended December 31, 19 \_\_\_\_:

<u>Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>Unfavorable Variance</u>
_____	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
_____	<u>_____</u>	<u>_____</u>	<u>_____</u>
_____	<u>_____</u>	<u>_____</u>	<u>_____</u>
_____	<u>_____</u>	<u>_____</u>	<u>_____</u>
Total	<u><u>\$ _____</u></u>	<u><u>\$ _____</u></u>	<u><u>\$ _____</u></u>

\_\_\_\_\_ **PARISH POLICE JURY**  
 \_\_\_\_\_, Louisiana  
 Notes to the Financial Statements (Continued)

**4. LEVIED TAXES**

The following is a summary of authorized and levied ad valorem taxes for the year:

	<u>Authorized Millage</u>	<u>Levied Millage</u>	<u>Expiration Date</u>
Parishwide taxes:			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
District taxes:			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

The following are the principal taxpayers for the parish and related ad valorem tax revenue for the police jury: [include those taxpayers whose percentage of total assessed valuation is 5% and greater]

<u>Taxpayer</u>	<u>Type of Business</u>	<u>Assessed Valuation</u>	<u>% of Total Assessed Valuation</u>	<u>Ad Valorem Tax Revenue for Police Jury</u>
_____	_____	\$ _____	_____ %	\$ _____
_____	_____	_____	_____ %	_____
_____	_____	_____	_____ %	_____
_____	_____	_____	_____ %	_____
_____	_____	_____	_____ %	_____
_____	_____	_____	_____ %	_____
_____	_____	_____	_____ %	_____
_____	_____	_____	_____ %	_____
Total		<u>\$ _____</u>	<u>_____ %</u>	<u>\$ _____</u>

\_\_\_\_\_ **PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Notes to the Financial Statements (Continued)

**5. CASH AND CASH EQUIVALENTS**

At December 31, 19\_\_\_\_, the police jury has cash and cash equivalents (book balances) totaling \$\_\_\_\_\_ as follows:

Demand deposits	\$ _____
Interest-bearing demand deposits	_____
Time deposits	_____
Other	_____
Total	<u>\$ _____</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

At December 31, 19\_\_\_\_, the police jury has \$\_\_\_\_\_ in deposits (collected bank balances). These deposits are secured from risk by \$\_\_\_\_\_ of federal deposit insurance and \$\_\_\_\_\_ of pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 3). [If deposits are not fully secured, add the following: The remaining balance of \$\_\_\_\_\_ is not secured by the pledge of securities and is a violation of state law.]

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement No. 3, R.S. 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the police jury that the fiscal agent has failed to pay deposited funds upon demand.

**6. INVESTMENTS**

Investments are categorized into these three categories of credit risk:

1. Insured or registered, or securities held by the police jury or its agent in the police jury's name
2. Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the police jury's name
3. Uninsured and unregistered, with securities held by the counterparty, or by its trust department or agent but not in the police jury's name

\_\_\_\_\_**PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Notes to the Financial Statements (Continued)

At fiscal year-end, the police jury's investment balances were as follows:

Type of Investment	Category			Carrying Amount			Total Carrying Amount
	1	2	3	Fair Value	Amortized Cost	Cost	
_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
Total	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>				
Investments not subject to categorization:							
Deferred compensation plan				_____			_____
External investment pool				_____			_____
Total investments				<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>

[For an illustration of how to calculate, display, and disclose the increase or decrease in the fair value of investments, refer to Appendix C of GASB Statement No. 31.]

(This disclosure should acknowledge any violation of the state's investment laws or the police jury's investment policy.)

\_\_\_\_\_ **PARISH POLICE JURY**  
 \_\_\_\_\_, Louisiana  
 Notes to the Financial Statements (Continued)

**7. RECEIVABLES**

The following is a summary of receivables at December 31, \_\_\_\_\_:

<u>Class Receivable</u>	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Debt Service Funds</u>	<u>Capital Projects Funds</u>	<u>Proprietary Funds</u>	<u>Other Funds</u>
Taxes:						
Ad valorem	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Sales and use	_____	_____	_____	_____	_____	_____
Other	_____	_____	_____	_____	_____	_____
Intergovernmental - grants:						
Federal	_____	_____	_____	_____	_____	_____
State	_____	_____	_____	_____	_____	_____
Local	_____	_____	_____	_____	_____	_____
Special assessments:						
Current	_____	_____	_____	_____	_____	_____
Delinquent	_____	_____	_____	_____	_____	_____
Deferred	_____	_____	_____	_____	_____	_____
Accounts	_____	_____	_____	_____	_____	_____
Notes	_____	_____	_____	_____	_____	_____
Other	_____	_____	_____	_____	_____	_____
Total	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

(See GASB Codification Section S40.120 - Special Assessment Receivables.)

(There should be a discussion of bad debt accounting and write-off policy.)

**8. FIXED ASSETS**

The changes in general fixed assets follow:

	<u>Balance January 1, 19</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance December 31, 19</u>
Land	\$ _____	\$ _____	\$ _____	\$ _____
Buildings	_____	_____	_____	_____
Improvements other than buildings	_____	_____	_____	_____
Equipment and furniture	_____	_____	_____	_____
Other asset classes	_____	_____	_____	_____
Total	\$ _____	\$ _____	\$ _____	\$ _____

\_\_\_\_\_ **PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Notes to the Financial Statements (Continued)

A summary of proprietary property, plant, and equipment follows:

	Enterprise Funds	Internal Service Fund
Land	\$ _____	\$ _____
Buildings	_____	_____
Improvements other than buildings	_____	_____
Furniture and equipment	_____	_____
Construction in progress	_____	_____
Subtotal	_____	_____
Less accumulated depreciation	_____	_____
Total	\$ _____	\$ _____

**9. PENSION PLAN**

*Plan Description.* Substantially all employees of the \_\_\_\_\_ Parish Police Jury are members of the Parochial Employees' Retirement System of Louisiana (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. [All employees of the police jury are members of (Plan A) (Plan B)]. [or Some employees of the police jury are members of Plan A and some are members of Plan B.]

All permanent employees working at least 28 hours per week who are paid wholly or in part from parish funds and all elected parish officials are eligible to participate in the System. [Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3% of their final-average salary for each year of creditable service. However, for those employees who were members of the supplemental plan only before January 1, 1980, the benefit is equal to 1% of final average salary plus \$24 for each year of supplemental-plan-only service earned before January 1, 1980, plus 3% of final-average salary for each year of service credited after the revision date.] [Under Plan B, employees who retire at or after age 62 with at least 10 years of creditable service or at or after age 55 with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 2% of their final-average monthly salary in excess of \$100 for each year of creditable service. Furthermore, employees with at least 10 years of creditable service, but less than 30 years, may take early retirement benefits commencing at or after age 60, with the basic benefit reduced 3% for each year retirement precedes age 62, unless he has at least 30 years of creditable service.

\_\_\_\_\_ **PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Notes to the Financial Statements (Continued)

In any case, monthly retirement benefits paid under Plan B cannot exceed 100% of final-average salary.] Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above, and do not withdraw their employee contributions, may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Parochial Employees' Retirement System, Post Office Box 14619, Baton Rouge, Louisiana 70898-4619, or by calling (504) 928-1361.

*Funding Policy.* [Under Plan A, members are required by state statute to contribute 9.5% of their annual covered salary and the \_\_\_\_\_ Parish Police Jury is required to contribute at an actuarially determined rate. The current rate is 5.5% of annual covered payroll.] [Under Plan B, members are required by state statute to contribute 2.0% of their annual covered salary in excess of \$1,200 and the \_\_\_\_\_ Parish Police Jury is required to contribute at an actuarially determined rate. The current rate is 2.50% of annual covered payroll.] Contributions to the System also include one-fourth of 1% (except Orleans and East Baton Rouge parishes) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the \_\_\_\_\_ Parish Police Jury are established and may be amended by state statute. As provided by R.S. 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. [The \_\_\_\_\_ Parish Police Jury's contributions to the System under Plan A for the years ending December 31, 1998, 1997, and 1996, were \$\_\_\_\_\_, \$\_\_\_\_\_, and \$\_\_\_\_\_, respectively, equal to the required contributions for each year.] [The \_\_\_\_\_ Parish Police Jury's contributions to the System under Plan B for the years ending December 31, 1998, 1997, and 1996, were \$\_\_\_\_\_, \$\_\_\_\_\_, and \$\_\_\_\_\_, respectively, equal to the required contributions for each year.] (If the required contributions and the actual amount contributed do not equal, disclose the required contribution in dollars and the percentage of that amount contributed for the current year and each of the two preceding years.)

## **10. OTHER POSTEMPLOYMENT BENEFITS**

[GASB Statement No. 12 requires, as a minimum, the following disclosures if the police jury provides other postemployment benefits (OPEB). The disclosures may be made separately for one or more types of benefits or in the aggregate for all OPEB provided.

- A. A description of the OPEB provided; employee groups covered; eligibility requirements; and the employer and participant obligations to contribute, quantified in some manner (for example, the approximate percentage of the total

\_\_\_\_\_**PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Notes to the Financial Statements (Continued)

obligation to contribute that is borne by the employer and the participants, respectively, or the dollar or percentage contribution rates).

- B. A description of the statutory, contractual, or other authority under which OPEB provisions and obligations to contribute are established.
- C. A description of the accounting and financing or funding policies followed; for example, a statement that the employer's contributions are financed on a pay-as-you-go basis or are advance-funded on an actuarially determined basis. If OPEB are advance-funded on an actuarially determined basis, the employer should also disclose the actuarial cost method and significant actuarial assumptions (including the interest rate and, if applicable, the projected salary increase assumption and the health inflation assumption) used to determine funding requirements, and the method used to value plan assets.
- D. The following expenditure/expense information, depending on how OPEB are financed:
  - 1. If OPEB are financed on a pay-as-you-go basis, the amount of OPEB expenditures/expenses recognized during the period by the employer (net of participant contributions); also disclose the number of participants currently eligible to receive benefits. If expenditures/expenses for OPEB cannot readily be separated from expenditures/expenses for similar types of benefits provided to active employees and their dependents, employers should use reasonable methods to approximate OPEB expenditures/expenses. If a reasonable approximation cannot be made, employers should state that OPEB expenditures/expenses cannot be reasonably estimated.
  - 2. If OPEB are advance-funded on an actuarially determined basis, the number of active plan participants, the employer's actuarially required and actual contributions for the period (net of participant contributions), the amount of net assets available for OPEB, and the actuarial accrued liability and unfunded actuarial accrued liability for OPEB according to the actuarial cost method in use.
- E. A description (and the dollar effect, if measurable) of any significant matters that affect the comparability of the disclosures with those for the previous period (for example, a change in benefit provisions).
- F. Any additional information that the employer believes will help users assess the nature and magnitude of the cost of the employer's commitment to provide OPEB.]



\_\_\_\_\_ **PARISH POLICE JURY**  
 \_\_\_\_\_, Louisiana  
 Notes to the Financial Statements (Continued)

**11. ACCOUNTS, SALARIES, AND  
OTHER PAYABLES**

The payables of \$\_\_\_\_\_ at December 31, \_\_\_\_\_, are as follows:

Class of Payable	General Fund	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Proprietary Funds	Other Funds
Salaries	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
Withholdings	_____	_____	_____	_____	_____	_____
Accounts	_____	_____	_____	_____	_____	_____
Other	_____	_____	_____	_____	_____	_____
Total	<u>\$_____</u>	<u>\$_____</u>	<u>\$_____</u>	<u>\$_____</u>	<u>\$_____</u>	<u>\$_____</u>

**12. COMPENSATED ABSENCES**

At December 31, 19\_\_\_\_, employees of the police jury have accumulated and vested \$\_\_\_\_\_ of employee leave benefits, which was computed in accordance with GASB Codification Section C60. Of this amount, \$\_\_\_\_\_ is recorded as an obligation of the General Fund, and \$\_\_\_\_\_ is recorded within the general long-term obligations account group. The leave liability for employees of the Enterprise Fund, for \$\_\_\_\_\_, is accounted for within the fund.

**13. LEASES**

The police jury records (does not record) items under capital leases as assets and obligations in the accompanying financial statements. The following is an analysis of capital leases at December 31, \_\_\_\_\_:

Type	Recorded Amount
Buildings	\$_____
Equipment	_____
Other	_____
Total	<u>\$_____</u>

\_\_\_\_\_ **PARISH POLICE JURY**  
 \_\_\_\_\_, Louisiana  
 Notes to the Financial Statements (Continued)

The following is a schedule of future minimum lease payments under capital leases and the present value of the net minimum lease payments as of December 31, 19\_\_\_\_:

	<u>Buildings</u>	<u>Equipment</u>	<u>Other</u>	<u>Total</u>
Fiscal year:				
19__	\$ _____	\$ _____	\$ _____	\$ _____
19__	_____	_____	_____	_____
19__	_____	_____	_____	_____
19__	_____	_____	_____	_____
19__	_____	_____	_____	_____
Total minimum lease payments	_____	_____	_____	_____
Less - amounts representing executory costs	_____	_____	_____	_____
Net minimum lease payments	_____	_____	_____	_____
Less - amount representing interest	_____	_____	_____	_____
Present value of net minimum lease payments	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>

The police jury has operating leases of the following nature:

(Discuss operating leases in effect.)

The minimum annual commitments under noncancelable operating leases are as follows:

<u>Fiscal Year</u>	<u>Buildings and Office Facilities</u>	<u>Equipment</u>	<u>Total</u>
19__	\$ _____	\$ _____	\$ _____
19__	_____	_____	_____
19__	_____	_____	_____
19__	_____	_____	_____
19__	_____	_____	_____
Thereafter	_____	_____	_____
Total	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>

\_\_\_\_\_ **PARISH POLICE JURY**  
 \_\_\_\_\_, Louisiana  
 Notes to the Financial Statements (Continued)

**14. CHANGES IN GENERAL LONG-TERM OBLIGATIONS**

The following is a summary of the long-term obligation transactions for the year ended December 31, 19\_\_\_\_:

	Bonded Debt	Compensated Absences	Capital Leases	Total
Long-term obligations payable at January 1, 19__	\$ _____	\$ _____	\$ _____	\$ _____
Additions	_____	_____	_____	_____
Deductions	_____	_____	_____	_____
Long-term obligations payable at December 31, 19__	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>

General obligation bonds, revenue bonds, certificates of indebtedness, et cetera, are comprised of the following individual issues (classify by type and amount):

(Include a discussion of each issue as to amount, interest rates, purpose, maturity dates, installment amounts, and which fund retires the debt.) (See GASB Codification Section S40.120 - Special Assessments.)

At December 31, 19\_\_, the police jury has accumulated \$\_\_\_\_\_ in the debt service funds for future debt requirements. The annual requirements to amortize all bonds and/or certificates outstanding at December 31, 19\_\_, including interest of \$\_\_\_\_\_, are as follows:

Fiscal Year						Total
19__	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
19__	_____	_____	_____	_____	_____	_____
19__	_____	_____	_____	_____	_____	_____
19__	_____	_____	_____	_____	_____	_____
19__	_____	_____	_____	_____	_____	_____
19__	_____	_____	_____	_____	_____	_____
19__	_____	_____	_____	_____	_____	_____
19__	_____	_____	_____	_____	_____	_____
Total	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>

General obligation bonds, \$\_\_\_\_\_, are secured by an annual ad valorem tax levy. In accordance with Louisiana Revised Statute 39:562, the police jury is legally restricted from

\_\_\_\_\_ **PARISH POLICE JURY**  
 \_\_\_\_\_, Louisiana  
 Notes to the Financial Statements (Continued)

incurring long-term bonded debt in excess of 10 percent of the assessed value of taxable property in the parish. At December 31, 19\_\_\_\_, the statutory limit is \$\_\_\_\_\_.

[When bonds have been issued by a special district or industrial development board, the police jury may have a legal obligation (guarantees the bonds) or a moral obligation (the name of the police jury may appear on the face of the bonds even though it is specifically stated that the police jury does not guarantee payment). In either of those cases, disclosure must be made in the police jury's financial statements, whether they are component unit statements or reporting entity statements. In the case of the moral obligation, the note should describe the bonds and state that the name of the police jury appears on the face of the bond, but the police jury has not guaranteed payment of those bonds in the event of default by the issuing authority.]

**15. CHANGES IN AGENCY FUNDS**

A summary of changes in assets and liabilities follows:

	Balances at Beginning of Year	Additions	Reductions	Balances at End of Year
Assets:				
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total assets	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
Liabilities:				
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total liabilities	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>

**16. CRIMINAL COURT FUND**

R.S. 15:571.11 requires that one-half of any balance remaining in the criminal court fund at year end be transferred to the parish General Fund. The following details the amount due at December 31, 19\_\_\_\_:

\_\_\_\_\_ **PARISH POLICE JURY**  
 \_\_\_\_\_, Louisiana  
 Notes to the Financial Statements (Continued)

Balance due at January 1, 19__	\$ _____
Amount due for 19__	_____
Total	_____
Remitted during 19__	_____
Balance due at December 31, 19__	\$ _____

**17. INTERFUND ASSETS/LIABILITIES**

Due from/to other funds:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
_____	_____	\$ _____
_____	_____	_____
_____	_____	_____
Total		\$ _____

Interfund receivable/payable

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
_____	_____	\$ _____
_____	_____	_____
_____	_____	_____
Total		\$ _____

Advances from/to other funds:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
_____	_____	\$ _____
_____	_____	_____
_____	_____	_____
Total		\$ _____

\_\_\_\_\_ **PARISH POLICE JURY**  
 \_\_\_\_\_, Louisiana  
 Notes to the Financial Statements (Continued)

**18. INTERGOVERNMENTAL PAYABLE**

The following is a summary of the intergovernmental payable due other governments at December 31, \_\_\_\_:

<u>Payable to</u>	<u>Fund</u>	<u>Fund</u>	<u>Total</u>
_____	<u>\$</u> _____	<u>\$</u> _____	<u>\$</u> _____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total	<u>\$</u> _____	<u>\$</u> _____	<u>\$</u> _____

**19. RESERVED AND DESIGNATED RETAINED EARNINGS/FUND BALANCES**

(Detail any reserves or designations appearing on the combined balance sheet.)

**20. PROPRIETARY FUNDS (Segment Information)**

(If more than one fund is included in the enterprise or internal service funds on the combined financial statements, GASB Codification Section 2500 requires certain segment information disclosure.)

**21. JOINT VENTURE**

For both governmental and proprietary fund joint ventures, the following should be disclosed:

- A. A general description of each joint venture, including:
  - 1. Identifying the participants and their percentage shared.
  - 2. Describing the arrangements for selecting the governing body or management.
  - 3. Disclosing the degree of control the participants have over budgeting and financing.

\_\_\_\_\_ **PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Notes to the Financial Statements (Continued)

- B. Condensed or summary financial information on each joint venture, including:
1. Balance sheet date.
  2. Total assets, liabilities, and equity.
  3. Total revenues, expenditures/expenses, other financing sources (uses), and net increase (decrease) in fund balance/retained earnings.
  4. Reporting entity's share of assets, liabilities, equity, and changes therein during the year, if known.
- C. Joint venture debt, both current and long-term, and the security for the debt.

**22. RELATED PARTY TRANSACTIONS**

(FASB 57 requires the disclosure of the description of the relationship, the transactions, the dollar amount of the transactions, and any amounts due to or from that result from related party transactions. List all related party transactions.)

**23. RISK MANAGEMENT**

[The following information should be disclosed, if applicable:

1. A description of the risks of loss to which the police jury is exposed and the way(s) in which those risks of loss are handled (for example, purchase of commercial insurance, participation in a public entity risk pool, risk retention).
2. A description of significant reductions in insurance coverage from coverage in the prior year by major categories of risk. Also indicate whether the amount of settlements exceeded insurance coverage for each of the past three fiscal years.
3. If the police jury participates in a risk pool, a description of the nature of the participation, including the rights and the responsibilities of both the entity and the pool.
4. If the police jury retains the risk of loss:
  - The basis for estimating the liabilities for unpaid claims, including the effects of specific, incremental claim adjustment expenditures/expenses, salvage, and subrogation, and whether other allocated or unallocated claim adjustment expenditures/expenses are included.
  - The carrying amount of liabilities for unpaid claims that are presented at present value in the financial statements and the range of discount rates used to discount those liabilities.
  - The aggregate outstanding amount of claims liabilities for which annuity contracts have been purchased in the claimants' names and for which the related liabilities have been removed from the balance sheet. (Annuity contracts used to settle claims for which the claimant has signed an agreement releasing the entity from further obligation and for which the likelihood that the pool will be required to make future payments on those claims is remote should not be included in this disclosure.)

\_\_\_\_\_**PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Notes to the Financial Statements (Continued)

- A reconciliation of changes in the aggregate liabilities for claims for the current fiscal year and the prior fiscal year, in the following tabular format:
  - Amount of claims liabilities at the beginning of each fiscal year.
  - Incurred claims, representing the total of a provision for events of the current fiscal year and any change (increase or decrease) in the provision for events of prior fiscal years.
  - Payments of claims attributable to events of both the current fiscal year and prior fiscal years.
  - Other. (Provide an explanation of each material item.)
  - Amount of claims liabilities at the end of each fiscal year.]

(For additional information and example note disclosures, refer to GASB Codification Section C50.)

**24. LITIGATION AND CLAIMS**

At December 31, 19\_\_, the police jury is involved in litigation or is aware of claims totaling \$\_\_\_\_\_ that are not covered by insurance. Of this amount, \$\_\_\_\_\_ has been recorded as a liability of the General Fund, and \$\_\_\_\_\_ has been recorded as a general long-term liability, as required by GASB Codification Section C50. (For the remaining amounts, disclose the legal counsel's opinion on the ultimate resolution of such matters.)

Claims and litigation costs of \$\_\_\_\_\_ were incurred in the current year. Of this amount, \$\_\_\_\_\_ has been recorded as a current-year expenditure in the General Fund, and \$ \_\_\_\_\_ has been recorded in the general long-term obligations account group as an obligation not requiring current resources.

**25. FEDERAL COMPLIANCE CONTINGENCIES**

(Include all federal contingencies with an explanation of questioned or disallowed costs.)

**26. FOOD STAMP PROGRAM**

The Food Stamp Program is operated by the police jury under an agreement with the Louisiana Department of Social Services. Under this program, the police jury is responsible for the issuance of food stamps to eligible participants in the parish. The value of food stamps on hand, received, and issued is not recorded in the accompanying statements. Activity for the year follows:



\_\_\_\_\_ **PARISH POLICE JURY**  
 \_\_\_\_\_, Louisiana  
 Notes to the Financial Statements (Continued)

Balance at January 1, 19__	\$ _____
Received	_____
Issued	_____
Balance at December 31, 19__	\$ _____

**27. SOLID WASTE LANDFILL COSTS**

GASB 18 applies to police juries that are required by federal, state, or local laws or regulations to incur municipal solid waste landfill closure and postclosure care costs. The statement requires that the following be disclosed in the notes to the financial statements:

1. The nature and source of landfill closure and postclosure care requirements (federal, state, or local laws or regulations).
2. That recognition of a liability for closure and postclosure care costs is based on landfill capacity used to date.
3. The reported liability for closure and postclosure care at the balance sheet date (if not apparent from the financial statements) and the estimated total current cost of closure and postclosure care remaining to be recognized.
4. The percentage of landfill capacity used to date and estimated remaining landfill life in years
5. How closure and postclosure care financial assurance requirements, if any, are being met. Also, any assets restricted for payment of closure and postclosure care costs (if not apparent from the financial statements).
6. The nature of the estimates and the potential for changes due to inflation or deflation, technology, or applicable laws or regulations.

The following is an example disclosure:

State and federal laws and regulations require the \_\_\_\_\_ Parish Police Jury to place a final cover on its landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site for 30 years after closure. In addition to operating expenses relating to current activities of the landfill, an expense provision and related liability are being recognized based on the future closure and postclosure care costs that will be

\_\_\_\_\_**PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana  
Notes to the Financial Statements (Concluded)

incurred near or after the date the landfill no longer accepts waste. The recognition of these landfill closure and postclosure care costs is based on the amount of the landfill used during the year. The estimated liability for landfill closure and postclosure care costs has a balance of \$\_\_\_\_\_ as of December 31, 19\_\_, which is based on \_\_\_\_ % usage (filled) of the landfill. It is estimated that an additional \$\_\_\_\_\_ will be recognized as closure and postclosure care expenses between the date of the balance sheet and the date the landfill is expected to be filled to capacity (19\_\_). The estimated total current cost of the landfill closure and postclosure care (\$\_\_\_\_\_) is based on the amount that would be paid if all equipment, facilities, and services required to close, monitor, and maintain the landfill were acquired as of December 31, 19\_\_. However, the actual cost of closure and postclosure care may be higher due to inflation, changes in technology, or changes in landfill laws and regulations.

The \_\_\_\_\_ Parish Police Jury is required by state and federal laws and regulations to make annual contributions to finance closure and postclosure care. The police jury is in compliance with these requirements, and at December 31, 19\_\_, investments of \$\_\_\_\_\_ (\$\_\_\_\_\_ market value) are held for these purposes. These investments are held and managed by a third-party trustee and are presented on the police jury's balance sheet as "Amounts Held by Trustee for Landfill Closure and Postclosure Care Costs." It is anticipated that future inflation costs will be financed in part from earnings on investment held by trustee. The remaining portion of anticipated future inflations costs (including inadequate earning on investments, if any) and additional costs that might arise from changes in postclosure requirements (due to changes in technology or more rigorous environmental regulations, for example) may need to be covered by charges to future landfill users, taxpayers, or both.

**28. ON-BEHALF PAYMENTS FOR FRINGE  
BENEFITS AND SALARIES**

(Note to the preparer of the financial statements: GASB Statement 24 requires that on-behalf payments for fringe benefits and salaries be recognized as revenue and expenditures or expenses and that the notes to the financial statements disclose the amounts recognized. On-behalf payments include pension plan contributions, employee health and life insurance premiums, and salary supplements or stipends. You should refer to GASB Statement 24 for guidance relating to the recognition and measurement of on-behalf payments for fringe benefits and salaries.)

**29. SUBSEQUENT EVENTS**

(A reporting government should disclose any material event affecting it that occurs between the close of the fiscal period and issuance of the financial statements.)

\_\_\_\_\_  
\_\_\_\_\_, Louisiana  
**SUPPLEMENTAL INFORMATION SCHEDULES**  
**As of and for the Year Ended December 31, \_\_\_\_\_**

**SPECIAL REVENUE FUNDS**

(Provide a description of each fund.)

NOTE - When federal funds are described, the federal funding source should be identified. If these funds are flow-through funds from a primary recipient, then the federal funding source and the primary recipient should be identified. The following is an example:

The Community Development Block Grant Fund accounts for the funds provided by the U.S. Department of Housing and Urban Development through the Louisiana Division of Administration. The monies are used to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low or moderate income.

\_\_\_\_\_ PARISH POLICE JURY  
\_\_\_\_\_, Louisiana  
**SUPPLEMENTAL INFORMATION SCHEDULES**  
**As of and for the Year Ended December 31, \_\_\_\_\_**

**DEBT SERVICE FUNDS**

(Provide a description of each fund.)

\_\_\_\_\_ PARISH POLICE JURY  
\_\_\_\_\_, Louisiana  
**SUPPLEMENTAL INFORMATION SCHEDULES**  
**As of and for the Year Ended December 31, \_\_\_\_\_**

**CAPITAL PROJECTS FUNDS**

(Provide a description of each fund, to include a description of the project, source of funding, and the status of the project.)

\_\_\_\_\_ PARISH POLICE JURY  
\_\_\_\_\_, Louisiana  
**SUPPLEMENTAL INFORMATION SCHEDULES**  
As of and for the Year Ended December 31, \_\_\_\_\_

**PROPRIETARY AND NON-EXPENDABLE TRUST FUNDS**

(Provide a description of each fund.)

\_\_\_\_\_ PARISH POLICE JURY  
\_\_\_\_\_, Louisiana  
**SUPPLEMENTAL INFORMATION SCHEDULES**  
**For the Year Ended December 31, \_\_\_\_\_**

**COMPENSATION PAID BOARD MEMBERS**

The schedule of compensation paid to police jurors (and other board members) is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Compensation of the police jurors is included in the legislative expenditures of the General Fund. In accordance with Louisiana Revised Statute 33:1233, the police jury has elected the monthly payment method of compensation. Under this method, the president receives \$\_\_\_\_\_ per month, and the other jurors receive \$\_\_\_\_\_ per month. (Explain changes of jurors during the year.)

**EXPENDITURES OF FEDERAL AWARDS  
AND AUDIT FINDINGS RESOLUTION**

In accordance with Office of Management and Budget Circular A-133, schedules of expenditures of federal awards, follow-up and corrective action taken on prior audit findings, and corrective action plan for current year audit findings are presented.

\_\_\_\_\_ **PARISH POLICE JURY**  
\_\_\_\_\_, Louisiana

**Notes to the Schedule of Expenditures of Federal Awards**  
**For the Year Ended December 31, 19\_\_**

Note 1. Basis of Presentation<sup>1</sup>

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the police jury and is presented on the *[identify basis of accounting]*. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the general purpose financial statements.

Note 2. Subrecipients<sup>2</sup>

Of the federal expenditures presented in the schedule, the police jury provided federal awards to subrecipients as follows:

<b>Cluster/Program Title</b>	<b>Federal CFDA Number</b>	<b>Amount Provided to Subrecipients</b>
Name of grant	xx.xxx	\$xxx,xxx

Note 3. Loans Outstanding<sup>3</sup>

The police jury had the following loan balances outstanding at December 31, 19\_\_. These loan balances outstanding are also included in the federal expenditures presented in the schedule.

<b>Cluster/Program Title</b>	<b>Federal CFDA Number</b>	<b>Amount Outstanding</b>
Name of loan program	xx.xxx	\$xxx,xxx

<sup>1</sup> This note is included to meet the Circular A-133 requirement that the schedule include notes that describe the significant accounting policies used in preparing the schedule.

<sup>2</sup> Circular A-133 requires the schedule of expenditures of federal awards to include, to the extent practical, an identification of the total amount provided to subrecipients from each federal program. Although this example includes the required subrecipient information in the notes to the schedule, the information may be included on the face of the schedule as a separate column or section, if that is preferred by management.

<sup>3</sup> This note is intended to meet the Circular A-133 requirement that loans or loan guarantees outstanding at year-end are included in the schedule.



\_\_\_\_\_  
 \_\_\_\_\_, Louisiana

**PARISH POLICE JURY**

**Notes to the Schedule of Expenditures of Federal Awards**  
**For the Year Ended December 31, 19\_\_**

<u>Ref. No.<sup>1</sup></u>	<u>Fiscal Year Finding Initially Occurred</u>	<u>Description of Finding</u>	<u>Corrective Action Taken (Yes, No, Partially)</u>	<u>Planned Corrective Action/Partial Corrective Action Taken<sup>2&amp;3</sup></u>
Section I - Internal Control and Compliance Material to the Financial Statements:				
_____	_____	_____	_____	_____
		_____		_____
		_____		_____
Section II - Internal Control and Compliance Material to Federal Awards: <sup>4</sup>				
_____	_____	_____	_____	_____
		_____		_____
		_____		_____
Section III - Management Letter:				
_____	_____	_____	_____	_____
		_____		_____

**Note:** This summary schedule of prior audit findings should include all prior audit findings and management letter comments. This includes internal control findings, compliance findings with federal and state laws and regulations, and questioned costs relative to federal awards. If no findings have been reported under a specific section, the schedule should so state.

In addition, this summary schedule should include audit findings reported in the prior audit's summary schedule of prior audit findings, except those audit findings listed as corrected or no longer valid or not warranting further action.

1 Reference numbers the auditor assigns to the audit finding .

2 When audit findings are not corrected or are only partially corrected, the planned corrective action as well as any partial corrective action taken should be described.

3 Additional explanation is required when:

- Corrective action taken is significantly different from corrective action previously reported.
- Management believes the audit findings are no longer valid or do not warrant further action.

4 If a management decision has been issued by a federal or pass-through agency, this should be included.

\_\_\_\_\_  
 \_\_\_\_\_, Louisiana

**Corrective Action Plan for  
 Current Year Audit Findings  
 For the Year Ended December 31, 19\_\_**

<u>Ref. No.<sup>1</sup></u>	<u>Description of Finding</u>	<u>Corrective Action Planned<sup>2</sup></u>	<u>Name(s) of Contact Person(s)<sup>3</sup></u>	<u>Anticipated Completion Date</u>
Section I - Internal Control and Compliance Material to the Financial Statements:				
_____	_____	_____	_____	_____
	_____	_____		
	_____	_____		
Section II - Internal Control and Compliance Material to Federal Awards:				
_____	_____	_____	_____	_____
	_____	_____		
	_____	_____		
Section III - Management Letter:				
_____	_____	_____	_____	_____
	_____	_____		

**Note:** This schedule should be completed at the completion of the audit and include all current audit findings and management letter comments. This includes internal control findings, compliance findings with federal and state laws and regulations, and questioned costs relative to federal awards.

If management does not agree with the audit findings or believes corrective action is not required, then the corrective action plan should include an explanation and specific reasons.

1 Reference numbers the auditor assigns to the audit finding.

2 Management should clearly state the actions taken to date or its intended actions. The actions should be listed in detail. For internal control and compliance findings material to federal awards, management should state whether the federal grantor or pass-through entity has been contacted concerning resolution of the matter.

3 Name(s) of contact person(s) responsible for corrective action.